

INSTITUTE OF TECHNOLOGY KORBA (C.G)

TENDER DOCUMENT FOR



Supply, Installation and Commissioning of CCTV System.

BID SECURITY AMOUNT (EMD) : 5 % of Quoted Amt.

Last date of selling tender document:
Last date of submission of tender document:
Date of opening of tender document:

31.12/2017 at 15.00 hrs
31.12/2017 at 17.00 hrs
01/01/2017 at 12.00 hrs

ADDRESS FOR COMMUNICATION:

PRINCIPAL

INSTITUTE OF TECHNOLOGY, KORBA (C.G.)

BALCO-URGA RING ROAD, POST RISDI, JHAGARHA KORBA-495683

PHONE NO. 07415367124, 09893905053

E-mail: korbait@rediffmail.com, Website: www.itkorba.com

SIGNATURE & SEAL OF THE TENDERER

Institute of Technology Korba
ITK Campus, Balco-Urga Ring Road, Gram-Jhagarha,
Post - Risdi, Korba, Distt.- Korba (C.G.) - 495 683
Ph., 07415367124,098939-05053

TENDER NOTICE

Institute of Technology, Korba (C.G.) (ITK) invites sealed Tenders for the Supply, Installation and Commissioning of CCTV. in "Institute of Technology Korba", Balco-Urga Ring Road, Gram Jhagarha, Post-Risdi, Korba, District-Korba, (C.G.) 495 683 as per details given below:

Description of Item	Quantity(approx)	Estimated Cost [In Rupees]	Earnest Money [Rs.]	Due Date & time for submission of Tender
Supply & Installation of CCTV System	35 (Suitable to keep surveillance in 09 halls of approx 120 sq.m area each and four corridors of 180 sq.m each)	3,00,000	15,000	21/8/2017 at 17.00 hrs

The tender documents is in a two-bid system. The technical bid will be opened on 21/8/2017 at 12.00 hrs in the presence of vendors or their authorized representatives. Financial bids shall be opened only in respect of eligible tenders on a later date to be notified subsequently (if any).

Eligible criteria for tenderers:

- (i) Before opening of the Financial Bids, the bidders have to arrange demonstration of the quoted product at a pre-determined place acceptable to the purchaser for technical acceptability to the technical panel of I. T. Korba. The financial bids of the technically qualified tenderer based on the demonstration only will be considered for opening.

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 INSTITUTE OF TECHNOLOGY
 KORBA (C.G.)
 Institute of Technology, Korba (C.G.)

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INSTITUTE OF TECHNOLOGY, KORBA (C.G.)

BALCO - URGARING ROAD, VILL- JHAGARHA, POST - RISDI KORBA

PHONE NO.094241-44099 E-mail: korbait@rediffmail.com

Website: www.itkorba.com

No. ITK/CCTV/2017/

Korba, Dated:

TERMS AND CONDITIONS

1. Tender shall be submitted in official tender form only. If submitted in any other form without complete information, and without following conditions, the same shall be summarily rejected without asking any further clarification.
2. Separate tender documents should be submitted for technical bidding and commercial bidding and sealed tender should be clearly marked as technical bid and commercial bid on top of the envelop. The schedule issued with the form of tender listing the details of items to be supplied must not be altered by the tenderer.
3. Commercial bid of those tenders, which are found technically suitable will only be opened and considered for the item technically approved.
4. The name and address of the tenderer shall be clearly written in the space provided and no overwriting, correction, insertion shall be permitted in any part of the tender unless duly countersigned by the tenderer. The tender should be filled in and submitted in strict accordance with the instructions laid down herein; otherwise the tender is liable to be ignored.
5. Commercial bid opening date will be finalized after opening of technical bid and shall be informed to the technically approved tenderers separately.
6. The tender (Technical bid) will be opened as per date and time given above in the presence of such tenderers or their Authorized representative how are desire to be present. The Letter of Authorization from respective firm to attend technical/ commercial bid is compulsory.
7. Individual signing the tender or other documents connected with the tender must specify whether he signs as
 - (i) A sole proprietor of the concern or constituted attorney of such sole proprietor.
 - (ii) A partner of the firm if it is a partnership firm, in which case he must have authority to execute contracts on behalf of the firm and refer to arbitration disputes concerning the business of the partnership either

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3

by virtue of the partnership agreement or by a power of attorney duly executed by the partners of the firms.

- (iii) Director or Principal Officer duly authorized by the Board of Directors of the company.
 - (iv) In case of (ii) a copy of the partnership agreement or general power of Attorney, in either case attested by a Notary Public should be furnished or an affidavit on stamp paper duly sworn or affirmed by all the partners admitting execution of the partnership agreement or the general power of attorney should be furnished. The attested copy of the certificate of registration of firm should be attached along with the tender papers. In case of partnership firm, where no authority to refer dispute concerning the business of the partnership has been conferred on any partner, the tender and all other related documents must be signed by all the partners of the firm. In case of (iii) the person signing the tender should be authorized by a resolution passed by the Board of Directors and a copy of the resolution attested by the Principal Officer should be attached.
8. Printed condition on back of the tender will not be binding unless separately mentioned. Copies of terms and condition should be furnished in duplicate.
 9. Offers received without earnest money or with earnest money less than the amount specified above shall be summarily rejected. Tenderers are advised to go through the EMD Details clause (Institute Tender Document ITK/Pur/2017/..... Korba dated .../..../2017)
 10. The tenderer must furnish complete and detailed specification supported by printed literature of the equipment offered in complete specification/ absence of printed literature support will result in the rejection of the tender.
 11. The bids should be valid in the case of all the tenders for twelve months from the date of opening of the tender. In the case of the successful tenderer, rates quoted shall be valid for the entire period till the supplies are completed.
 12. The rate should be FOR Destination including excise and PFFI. Nothing extra will be paid in such case except the VAT/CST on the cost of the equipments. If rates are quoted ex-go down/ ex-factory then excise duty, PFFI charge should be clearly indicated for proper rate compatibility/comparability.

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Tender No : ITK/CCTV/2017

- 13. Late tenders will not be considered.
- 14. Principal, Institute of Technology, Korba reserves the right to increase/decrease the quantity of the equipment to be supplied and the right to accept or reject any or all the offers either fully or partly without assigning any reasons and is not bound to accept the lowest bid since due weightage shall be given to several factors besides the commercial bid.
- 15. Principal, Institute of Technology, Korba shall in no way be responsible for any default with regard to any statutory obligation and the supplier will indemnify I.T. Korba in case of any damage or liability, which may arise on account of action of the supplier.
- 16. All legal disputes shall be subject to the jurisdiction of Korba.
- 17. Tender shall be accompanied by the relevant documents including *A list of organizations where the supplier has currently provided/has supplied the items covered in the tender, 5% of the quoted amount as EMD, Latest Income-Tax Clearance and CST Clearance certificate, registration certificates for VAT/CST/SST and Income-Tax, List of regular clients with names and contact no, PAN no, BIS/ISI/ISO membership No, Percentage of discount offered .*
The payment shall be made after as per the payment policies mentioned in Tender Document ITK/Pur/2017/..... Korba dated/.../2017
- 19. The order shall stand cancelled and security forfeited if
 - i) The supplier expresses his inability to execute the order for the quoted item with in validity period of the tender @ quoted in the tender and for makes/brands quoted in the tender.
 - ii) The complete equipment is not supplied within the delivery period mention in the order or within the extended period permitted.
 - iii) The Supplier executed only part of the tender.
- 20. Material/equipment sent through Courier/Cargo service will not be accepted unless the supplier ensures that he himself or his authorized representative is available for proper handing over the supplies/consignments at I. T. Korba. No advance payment, either with the tenderer or agent R/R will be made to any supplier, please note that any other payment terms or such type or not negotiable.
- 21. Extension in the delivery period may be granted as mentioned in Tender

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A handwritten signature in blue ink, consisting of a stylized 'J' followed by some illegible characters, and the number '87' written below it.

Document ITK/Pur/2017/..... Korba dated /.... /2017.

22. In case L-1 is more than one, then the Technical qualification of the Tenderer will be the criteria and the decision of Principal, I. T. Korba will be final. In case of any default in execution of order, the undersigned reserves the right to cancel to order and forfeit the EMD and also reserves the right to accept the lowest or any tender and also of rejecting all or any tender without assigning any reasons for the same.
23. The specification of items is required as per Schedule of Quantity and the evaluation of bid will be on the basis of total bid value. The rates quoted should be on the basis of free delivery to the consignee.
24. If defects of any kinds or deviation from the specification are detected and reported to the supplier, the supplier should make replacement and rectify the defects free of cost within 30 days from the date of report, failing which equipment will not be accepted and will be returned to the supplier at his own risk and cost, and the EMD will be forfeited. In case the equipment is sent for repairs to the firm, it should be repaired within 30 days from the date of receipt of equipment failing which the same will not be accepted and EMD will be forfeited. However the under signed may condone the delay in deserving case at his discretion.
25. Prices may be quoted on per unit basis for the items as per annexure A. The submission of the tender will deemed to the acceptance of all the terms and condition of the tender in the tender documents.
26. The Purchase Order shall be issued by I. T. Korba and delivery of the equipments/items/machines shall be arranged by the supplier at I. T. Korba (C.G.).
27. For any imported items the vendor/Agent should have an authorization certificate from the Manufacturing Company and should enclose a copy with the Technical bid. The entire imported item will have to be delivered in the institute and payment will be made in Rupees only. No offer should be made for imported item for which import license has to be arranged by the undersigned.
28. Vendor should enclose a client list for the items quoted for & supplied by them during the last 3 years. In support of experience the supplier should attached Xerox copies of purchase and execution report of supply for the period.
29. They should be registered for VAT/CST/SST and Income Tax and should

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Handwritten signature and initials in blue ink, consisting of a stylized signature followed by the number '37'.

enclose copies of relevant certificates.

30. The vendor should have the qualified engineers/ staff to attend to after sales service at the centers where the machines are to be supplied.
31. They should indicate whether they are registered with DGS&D or any other such Government organizations for supply of the machines quoted by them. If yes, copies of the Rate Contract or other such relevant document should be enclosed.
32. The items supplied should be New and Unused.
33. The pre-inspection /post inspection of the machines shall be got done by I. T. Korba (C.G.) and the CCTV's shall be accepted only after they are certified 'OK' by the Inspecting indent department.
34. For all equipments/items the Insurance Coverage shall be at the cost of the vendor & his responsibility shall be up to FOR Destination i.e. Centre/Place of installation.
35. The installation of the CCTV's shall be the responsibility of the vendor and it should be certified as in working condition by the HOD of relevant department. of I. T. Korba (C.G.) after the installation.
36. The minimum guarantee period for the equipment supplied by the supplier will have to be given which should not be less than one year from the date of installation. Security deposit/EMD of the order will be returned only after expiry of guarantee period. The tenderer will be required to undertake repair/replacement of defective parts free of cost at the institution.
37. In the event of the order, suppliers who are manufacture of the equipment will be required to furnish a certificate to the effect that they are manufacture of such and such make whereas the authorized agents of the stockiest will have to furnish certificated a singed by the manufacture certifying that N/S is their authorized agent under grand. No equipment with this certificate will be accepted.
38. All bidders are required to submit their offer in two covers (in duplicate) as under:
 - (a) **TECHNICAL BID** should contain the following :
 - (i) Tender documents duly completed and signed but without indicating the rates
 - (ii) Copy of registration certificate with DGS&D/NSIC, if any
 - (iii) Earnest Money deposit, if required

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- (iv) FOR Terms, Delivery Period.
- (v) Work/Performance for the last three years.
- (vi) Model quoted and its detailed specifications.
- (vii) Compliance statement in respect of specifications mentioned in the T/E
- (viii) Annual Maintenance Cost(including hardware and software maintenance) for the equipments provided after the warrantee period.
- (ix) Any other related document which they wish to submit

(b) **PRICE BID** should contain :

Details of prices and rates of taxes, duties and discounts if any, to be quoted clearly by the bidders.

Both the covers should be separately sealed and super-scribed with the **TENDER NO. AND DATE OF TENDER OPENING** . The two covers should thereafter, be kept in a third cover and sealed. This cover should also be super-scribed with the **TENDER NUMBER AND THE DATE OF TENDER OPENING**.

39. Price-bids of only those offers who confirms to the T/E requirements and technically acceptable will be opened. The date and time of the opening of price bids of acceptable offers will be intimated separately to the concerned tenderers.

Tenders received in the single-bid system i.e. having the technical as well as financial bid in the same cover will liable to be ignored.

41. **MODE OF SUBMISSION**

- a) Tenders should be addressed to the The Principal,

Institute of Technology, Korba

Baloc-Urga Ring Road, Gram-Jhagarha, Post-Risdi, Korba,

District-Korba (C.G.) 495 683

- b) Tenders should be submitted by post so as to reach the above address on or before the due date and time specified as above. Tenders received after the due date and time, for what so ever reasons will not be considered, and the Principal, I. T. Korba will not be liable or responsible for the same.

- c) I. T. Korba will not be responsible for any delay or loss of document in transit due to any reason.

- e) Tender should be submitted in the prescribed Tender Document only. Incomplete offers, offers not confirming to the T/E requirements or with vague replies or without earnest money, if applicable, will not

SIGNATURE & SEAL OF THE TENDERER

Tender No : ITK/CCTV/2017

be considered.

42. Firms must clearly indicate in their offers, the different taxes and duties which they propose to charge extra, mentioning clearly the present rate(s) thereof. Vague offers like "**duties as applicable**" shall not be considered.
43. The tenderer shall guarantee after sales services as and when required as per the clauses mentioned in Annexure B as well as Annexures II to V of Institute Tender Document ITK/Pur/2017/..... Korba dated .../.../2017.
44. The supplier should render necessary assistance in the installation of the equipment at the institute free of cost.
45. Other terms and condition will be as per C.G. State Government Store Purchase rules

Principal
I. T. Korba
(C.G.)

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9

↓ 37

Annexure A
SPECIFICATIONS

S.NO	Name of the Item with specification	Quantity	Unit Rate
1	IR Dome Camera -1/3" AHD, 2 Megapixel Dome, Day & Night with ICR 3.6mm, fixed lens, DC12V, IR range:15-20mts, (2 years warranty), 36 Pcs LEDs	07 (approx)	
2	IR Bullet Camera -Outdoor Camera 1/3" AHD 2 Megapixel, 0,1 LUX@ F1.2(IR ON), 3.6mm fixed lens, 36 Pcs LEDs, Range of IR LEDs 15-20 mts, Supports AGC, BLC& AWB, Power Supply DC 12V(2 year warranty)	28 (approx)	
3	Digital Video Recorder :16 channel AHD Digital Video Recorder with 02 audio input, 3G mobile support, 10x Digital zoom, E-mail function, 100fps with real time recording backup, Mouse & VGA port, LAN & internet Viewing, All channel simultaneous playback, Privacy masking, High Definition (2year warranty)	01	
4	Power Supply:20 AMP Power supply for camera(1year warranty)	01	
5	Storage Device:WD Surveillance Hard Disk 2 T.B.For recording storage upto two week(optional) (2year warranty)	01	
6	Cable: Finolex/Netcon or Standard Company, RG 6 cctv cable for carrying video at long distance signals	As per requirement	Please quote rates per box/unit
7	Power Cable: 2 core	As per requirement	Please quote rates per box/unit
8	BNC & Power Connectors:For camera to DVR & Camera to Power Supply Connection	20	
9	Video Ballon: Video ballon for transmission of clear video signals over long range	As per requirement	Please quote rates per packet
10	Panel Box: Glass panel box for DVR & Power supply	01	
11	Installation Charges per point/unit wise	As per requirement	
12	Networking Charges per point/unit wise	As per requirement	

Note: 1) Cost per unit of item 1 to 12 will be added and Purchase Order will be issued to the firm whose sum from item 1 to 12 will be lowest.

2) Free service for first two years

3) Exact quantity of cameras and work (cable, fittings etc) will be finalised by College committee after joint inspection of site with successful bidder (as recommended by College committee in written).

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10

[Handwritten Signature]

ANNEXURE "A"

CONDITIONS REGARDING DEPOSIT OF EARNEST MONEY

1. The EM can be deposited in any one of the following alternative forms:
 - (a) A crossed bank draft drawn in favour of Institute of Technology, Korba payable at Korba (C.G.).
2. No interest shall be payable by the Purchaser on the Earnest Money deposited by the tenderer.
3. The Earnest Money deposited is liable to be forfeited if the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of his tender.
4. The Earnest Money of the successful tenderer shall be returned after the security deposit as required in terms of the contract is furnished by the tenderer.
5. If the successful tenderer fails to furnish the security deposit as required in the contract within the stipulated period, the EM shall be liable to be forfeited by the Purchaser.
6. Earnest Money of all the unsuccessful tenderer shall be returned by the Purchaser as early as possible after the expiry of the bids validity.
7. Any tender not accompanied with earnest money in any one of the approved forms acceptable to the Purchaser, shall be rejected.

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ANNEXURE "A"

CONDITIONS REGARDING DEPOSIT OF EARNEST MONEY

8. The EM can be deposited as crossed banker's cheque/Demand draft drawn in favour of Institute of Technology, Korba payable at Korba (C.G.).
9. No interest shall be payable by the under signed on the Earnest Money deposited by the tenderer.
10. The Earnest Money deposited is liable to be forfeited if the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of his tender.
11. The Earnest Money of the successful tenderer shall be returned after the security deposit as required in terms of the contract is furnished by the tenderer.
12. If the successful tenderer fails to furnish the security deposit as required in the contract within the stipulated period, the EM shall be liable to be forfeited by the Purchaser.
13. Earnest Money of all the unsuccessful tenderer shall be returned by the Purchaser as early as possible after the expiry of the bids validity.
14. Any tender not accompanied with earnest money in any one of the approved forms acceptable to the Purchaser, shall be rejected.

Principal

I.T. Korba(C.G.)

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12



Annexure B

1. The tenderer shall ensure smooth working of all peripherals/ systems as per the requirement which includes software as well as hardware maintenance free of cost within the warrantee period.
2. The complaint should be registered with the firm/ tenderer within 24 hours.
3. Complaint should be resolved at the institute within 48 hours after the complaint is registered.
4. Tenderer will have to sign an agreement on a non judicial stamp paper of rupees 50/- for the terms and conditions as given in Annexure V after award of work/Purchase order

Principal
I.T.Korba (C.G.)

SIGNATURE OF TENDERER

13

